



**BOARD OF COUNTY COMMISSIONERS'  
(BOCC) CONCURRENCE FORM**

This form must be completed for all staff reports being prepared for BOCC meetings/public hearings and is the cover sheet for the staff report. The original (single-sided) staff report needs to be submitted to the County Manager's Office one (1) week in advance of the scheduled presentation date. For Closed Sessions please submit the original (single-sided) and 8 (double-sided copies) of the staff report.

**To: Office of the County Manager**

**From (Name & Division):** Regina Howell, Budget Officer, County Mgr. **Phone #:** x13191

**Requested Meeting Date (mm/dd/yr):** 01/24/13 **Est. Presentation Time:** 5 minutes

**Staff Report Topic:**

*(The text provided here will also be reflected on the meeting agenda and county's website.)*

County Budget Transfer - BT-13-107 Division of Fire & Rescue

**County Funds Requested/Required:** \$-0-

**Type of Meeting:**

*(Click to place a check mark in the following appropriate boxes.)*

☒ **Administrative Business** *(The Consent Agenda Committee determines which items are eligible for the consent agenda.)*

☐ **Worksession** ☐ **Closed Session** ☐ **Public Hearing (a.m. ☐ or p.m. ☐ )**

☐ **BOCC/BOE Mtg.** ☐ **County/Municipalities Mtg.**

☐ **Power Point Presentation**

**Board Action Desired:** ☒ **Decision** ☐ **Guidance** ☐ **Information**

**Staff Report Review:**

This staff report has been thoroughly reviewed first by the appropriate divisions/agencies noted on Page 2 followed by those outlined below :

	<u>Initials</u>	<u>Date</u>	<u>Comments Y/N</u> <u>(Page 2)</u>
<input checked="" type="checkbox"/> <b>Budget Officer</b>	<u>CRH</u>	<u>1/17/13</u>	<u>N</u>
<input checked="" type="checkbox"/> <b>Finance Director</b>	<u>SLB/NEW</u>	<u>1/17/13</u>	<u>N</u>
<input type="checkbox"/> <b>County Attorney's Office</b>	<u>                    </u>	<u>                    </u>	<u>                    </u>
<input type="checkbox"/> <b>County Manager</b>	<u>                    </u>	<u>                    </u>	<u>                    </u>

**Other Reviewing Divisions/Agencies:***(Click to place a check mark in the following appropriate spaces.)*

	<u>Initials</u>	<u>Date</u>	<u>Comments Y/N</u> <i>(noted below)</i>
<input type="checkbox"/> Animal Control			
<input type="checkbox"/> Business Development & Retention			
<input type="checkbox"/> Citizens Services			
<input type="checkbox"/> Community Development			
<input type="checkbox"/> Emergency Management			
<input type="checkbox"/> Fire & Rescue Services			
<input type="checkbox"/> Health Services			
<input type="checkbox"/> Human Resources			
<input type="checkbox"/> Interagency Information Technologies			
<input type="checkbox"/> Internal Audit			
<input type="checkbox"/> Parks & Recreation			
<input type="checkbox"/> Public Works			
<input type="checkbox"/> Transit Services			
<input type="checkbox"/> Utilities & Solid Waste Management			
<input type="checkbox"/> Other: _____			
<input type="checkbox"/> Other: _____			
<input type="checkbox"/> Other: _____			

**Elected Officials or Independent Agencies:**

	<u>Initials</u>	<u>Date</u>	<u>Comments Y/N</u> <i>(noted below)</i>
<input type="checkbox"/> Board of Education			
<input type="checkbox"/> Board of Elections			
<input type="checkbox"/> Board of License Commissioners			
<input type="checkbox"/> Citizens Care & Rehabilitation Center/ Montevue Assisted Living			
<input type="checkbox"/> Frederick Community College			
<input type="checkbox"/> Frederick County Public Libraries			
<input type="checkbox"/> Sheriff's Office			
<input type="checkbox"/> Social Services			
<input type="checkbox"/> State's Attorney's Office			

**Comments:**

1. <u>From:</u> _____	<u>Date:</u> _____
2. <u>From:</u> _____	<u>Date:</u> _____
3. <u>From:</u> _____	<u>Date:</u> _____
4. <u>From:</u> _____	<u>Date:</u> _____
5. <u>From:</u> _____	<u>Date:</u> _____



**FREDERICK COUNTY GOVERNMENT  
OFFICE OF THE COUNTY MANAGER**

*Budget Office  
Regina M. Howell, CPA, Budget Officer*

12 East Church Street  
Frederick, Maryland 21701

[www.FrederickCountyMD.gov](http://www.FrederickCountyMD.gov)

O: 301-600-3191 F: 301-600-2305

**Commissioners**

Blaine R. Young  
*President*

C. Paul Smith  
*Vice President*

Billy Shreve  
David P. Gray  
Kirby Delauter

Lori L. Depies, CPA  
*County Manager*

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**EXECUTIVE SUMMARY**

**Staff Report Topic:** County Budget Transfer #13-107

**County Funds Requested/Required:** \$ -0-\_\_\_\_\_

County Budget Transfer #13-107 – Submitted by the Division of Fire & Rescue to transfer \$21,728 from the Returned Money Fund to vehicle repairs for Walkersville Volunteer Fire Department.

Staff recommends approval of County Budget Transfer #13-107.

FREDERICK COUNTY  
BUDGET TRANSFER

January 14, 2013

Request Date

TRANSFER NO.:

BT-13-107

Division of Fire Rescue

Department

Steve Leatherman

Department Head

Tom Owens

Division Director

## DESCRIPTION/REASON FOR REQUEST:

To transfer money from the Returned Money Fund to the vehicle repair account under Dept. 8211. Quint 11, of the Walkersville VFD has suffered a catastrophic engine failure requiring extensive repairs. The total estimate is \$21,728. This transfer would move funds from the Return Money Account to the vehicle repair account which is appropriated to the Walkersville VFD.

## REVENUE:

New #	Fund-Dept-Project-Acct #	Account Description	Increase	Decrease
	10-8211-45924-F00015	Misc Revenue	21,728	
		<b>TOTAL</b>	<b>21,728</b>	<b>0</b>
Net Change			21,728	

## EXPENDITURES: APPROPRIATIONS (PEOPLESOF)- PERSNL, OPERAT, CAPITA, and REIMB

New #	Fund-Dept-Project-Approp	Appropriation Description	Increase	Decrease
	10-8211-F00015-OPERAT	Operating Approp	21,728	
		<b>TOTAL</b>	<b>21,728</b>	
Net Change			21,728	

## EXPENDITURES: ACCOUNT LINE DETAIL

New #	Fund-Dept-Project-Acct #	Account Description	Increase	Decrease
	10-8211-F00015-52463	Vehicle Repairs	21,728	
		<b>TOTAL</b>	<b>21,728</b>	
Net Change			21,728	

RECEIVED  
JAN 17 2013  
FREDERICK COUNTY  
BUDGET OFFICE

BUDGET OFFICE APPROVAL

DATE APPROVED

PRESIDENT, BOCC

## Leatherman, Steve (FCFRS)

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**From:** Staley, Matthew  
**Sent:** Friday, January 11, 2013 7:24 AM  
**To:** Leatherman, Steve (FCFRS)  
**Subject:** FW: Estimate 41617, Quint 11  
**Attachments:** User Cabbage.vcf; Seagate Crystal Reports - est1.rpt\_15.pdf

Hi Steve,

Attached is the estimate cost to repair the engine on Q-11 from EVS of Hagerstown, that you requested. As you will see the cost is \$19,449.59.00, which may go up \$1643.60 if there is no core credit available for the cylinder head, as it is damaged beyond repair. I just received this last night and wanted to get it to you as soon as possible, to see if there is any emergency repair money available. Because of the dollar amount, I want to make sure we are following the proper county purchasing procedures for emergency repairs. I also spoke to Vaughn Zimmerman last night and gave him the same information.

I also received the bill from Marks Equipment and Repair in the sum of \$634.00, to tow Q-11 to Hagerstown. Since this is all related, can this be added to the to the above amount if money is available?

The repairs will take approximately 2 to 3 weeks depending on parts delivery. Please let me know if you need any other information, or have any questions.

Thanks,

Matt Staley  
Chief WVFC  
Cell (301)-418-2592

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**From:** Emergency Vehicle Specialist [<mailto:Kimble.Trucking@myactv.net>]  
**Sent:** Thursday, January 10, 2013 4:31 PM  
**To:** Staley, Matthew  
**Subject:** Estimate 41617, Quint 11

\$ 19,450  
\$ 1,644  
\$ 634  
-----  
\$ 21,728

**Emergency Vehicle Specialist**

16121 Business Parkway  
Hagerstown, MD. 21740-4201  
Phone - 301-739-7973 Fax - 301-739-7975

Sub Estimate For Order #

**041617**

Federal ID #20-2518148

Visit us on the Web at: [www.EVSpecialist.com](http://www.EVSpecialist.com)**ESTIMATE FOR SERVICES**

Estimate Date : 01/10/2013

Walkersville Vol. Fire Co. 11  
Staley, Matt  
P.O. Box 425  
Walkersville, MD 21793  
Cellular 301-418-2592  
Cust Id: 914

2000 Pierce - Lance # 11278  
Lic #: T-Q11-K  
Unit #: Quint 11  
VIN #: 4PICT0250YA000565932

Odometer In: 0

Part Description / Number	Qty	Sale	Extended	Labor Description	Extended
15W/40 Mobil 1 Motor Oil				1. Check engine for possible injector problem.	1,929.00
15/	40.00	5.59	223.60	Vehicle was towed in to our facility.	
Antifreeze Coolant				Connected computer to check for codes and gain	
AF2	12.00	13.59	163.08	data. Data showed #4 injector faulty (12	
Serp blt				occurrences). Drained coolant, and removed upper	
25-080510	1.00	51.71	51.71	radiator hose. Removed valve cover. Removed rear	
Injector				Jake brake housing, rocker arms on rear half of	
DDE/R5237650	6.00	528.08	3,168.48	engine to access injector. Removed #4 injector.	
Screw Asm Exhaust				Replaced injector with reman and set lash.	
DDE/23537089	2.00	12.79	25.58	Removed front Jake housing and adjusted all	
Hose Assembly				valves. Removed alternator and tightened fan	
P2010879-6-6-28	1.00	98.91	98.91	guard on back. Reinstalled alternator. Removed	
Oil filter				and replaced supply fuel line on right side of	
1971	2.00	30.03	60.06	engine and replaced with new. Reassembled all	
Fuel filter				components listed and filled with coolant. Started	
3118	1.00	14.98	14.98	engine. Engine runs very rough and smokes badly.	
Fuel filter				Checked exhaust manifold with heat gun and found	
3120	1.00	15.60	15.60	number 5 cylinder not building heat. Removed 3rd	
TURBO				valve cover and pulled Jakes. Removed number 5	
DDE/E23534004	1.00	2,795.09	2,795.09	injector and found tip of injector missing.	
TURBO CORE				Performed pressure test on cylinder number 5 and	
TURBO CORE	1.00	500.00	500.00	found pressure bleeding over into intake. Test	
TURBO CORE				suggests one or more intake and exhaust valves are	
TURBO CORE	-1.00	500.00	-500.00	damaged. We also noted the air system is	
GASKET				contaminated with oil and diesel fuel. Removed all	
DDE/08929529	1.00	7.36	7.36	necessary components to remove cylinder head.	
M-NUT				Removed head and found the number 5 intake	
DDE/11506101	4.00	1.90	7.60	valve head is missing and other valves are bent.	
M-GASKET				Damage to the top of piston and valve seat	
DDE/08959285	1.00	6.80	6.80	damaged beyond repair.	
M-STUD EX				2. Estimate to complete repairs.	3,858.00
DDE/23507438	4.00	13.29	53.16	Remove oil pan, replace number 5 piston, liner,	
CYLINDER HEAD				and connecting rod. Install remanufactured	
DDE/R23525566	1.00	2,585.39	2,585.39	cylinder head, 6 new injectors. We recommend	
CYLINDER HEAD CORE				replacing turbo, thermostats, and fan belts. Clean	
CYLINDER HEAD CORE	1.00	1,643.60	1,643.60	intake and exhaust manifolds. Reassemble engine	
M-HD GASKET				using listed parts. Torque head and Jake	
DDE/23532333	1.00	289.94	289.94	assemblies and adjust valves to manufacturer's	
BOLT P				specifications. Clean and decontaminate air	

**Emergency Vehicle Specialist**

16121 Business Parkway  
Hagerstown, MD. 21740-4201  
Phone - 301-739-7973 Fax - 301-739-7975

Sub Estimate For Order #

**041617**

Federal ID #20-2518148

Visit us on the Web at: [www.EVSpecialist.com](http://www.EVSpecialist.com)**ESTIMATE FOR SERVICES**

Estimate Date : 01/10/2013

Walkersville Vol. Fire Co. 11  
Staley, Matt  
P.O. Box 425  
Walkersville, MD 21793  
Cellular 301-418-2592  
Cust Id: 914

2000 Pierce - Lance # 11278  
Lic # : T-Q11-K  
Unit # : Quint 11  
VIN # : 4P1CT0250YA000565932

Odometer In: 0

Part Description / Number	Qty	Sale	Extended	Labor Description	Extended
DDE/23530768	38.00	13.23	502.74	system. Install new air dryer and cartridge. Change oil, oil filter and fuel filters.	
CYLINDER K					
DDE/R23532554	1.00	865.05	865.05		
M-SHELL K					
DDE/23526142	1.00	83.12	83.12		
Thermostat					
DDE/23532436	2.00	91.25	182.50		
GASKET					
DDE/23539104	1.00	138.42	138.42		
CAMSBRG SE					
DDE/08929690	7.00	38.90	272.30		
Fuel Injector Wiring Harness					
23526101	1.00	257.52	257.52		
Misc hardware & materials					
Misc	1.00	150.00	150.00		
Parts : \$ 13,662.59			Labor : \$ 5,787.00		Total : \$ 19,449.59

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. SMOG: I understand that I can have emission service and/or adjustments done elsewhere. I hereby waive this right.

TEARDOWN ESTIMATE: I understand that my vehicle will be reassembled within \_\_\_ days of the date shown above if I choose not to authorize the service recommended. All Parts removed will be discarded unless instructed otherwise: Save all Parts \_\_\_. NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

SIGNATURE..... Date..... Time.....

Kimble, Jimmy

Page 2 of 2

est17.01.04

Mark's Equipment Service, Inc.

5090 Mountville RD

Frederick, MD 21703 - 7858

# Invoice

DATE	INVOICE #
1/7/2013	51690

**BILL TO**

Walkersville Vol. Fire Co.  
79 W. Frederick St.  
Walkersville, Md. 21793

P.O. NO.

TERMS

Quint 11

Due on receipt

DESCRIPTION	QTY	RATE	AMOUNT
Towing charge ticket #38423	1	634.00	634.00
Thank You For Your Business !!!!! We accept credit cards for your payments. Finance charges of 1.5% per month will be applied to amounts 30 days or more overdue with a \$5.00 minimum billing charge. MD Sales Tax			0.00
		6.00%	0.00
		<b>Total</b>	<b>\$634.00</b>



**Leatherman, Steve (FCFRS)**

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**From:** Staley, Matthew  
**Sent:** Friday, January 11, 2013 7:36 AM  
**To:** Leatherman, Steve (FCFRS)  
**Subject:** FW:  
**Attachments:** IMG-20130109-00351.jpg

Hi Steve, Here is one picture from Q-11, as you can see the piston is mashed down in the middle from the valve beating on it, not good. I will send you a second one soon. Sorry I couldn't get them both in the same e-mail.

Matt

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## **Leatherman, Steve (FCFRS)**

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**From:** Staley, Matthew  
**Sent:** Friday, January 11, 2013 7:38 AM  
**To:** Leatherman, Steve (FCFRS)  
**Subject:** FW:  
**Attachments:** IMG-20130109-00345.jpg

Hi Steve, Second picture shows the missing valve and the bent second valve. Also the hole in middle is where the injector was sticking out.

Matt

